

<p style="text-align: center;">Town of La Pointe Zoning Town Plan Commission Regular Monthly Meeting Minutes March 15, 2012</p>
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Town Plan Commission (TPC) Members Present: Charles Brummer, Vice-Chair, Suellen Soucek, Joan Martin, Greg Thury, Larry Whalen (5).

Town Plan Commission Members Absent: Ted Pallas, Chair, Carey Baxter (2).

Public Present: Mike Starck, Paul Brummer (2).

Town Staff Members Present: Jen Croonborg-Murphy, Z A, Margaretta Kusch, ZCA (1).

I. Call to Order/Roll Call

Vice-Chair Brummer called the Meeting to order at 4:34 PM at the La Pointe Town Hall. Roll call reflected members present or absent as recorded above.

II. Public Comment

None.

III. Approval of Previous Meeting Minutes

a. Town Plan Commission Regular Monthly Meeting February 23, 2012

- In item II, change "*C. Baxter*" to "*C. Brummer*."
- In item VI.b, fourth paragraph, insert "*is*" after "*permit*."

G. Thury moves to approve the Town Plan Commission Regular Monthly Meeting minutes of February 23, 2012, as amended. S. Soucek seconds. All in favor, 5 aye. Motion carries.

b. Town Plan Commission Special Meeting February 27, 2012

- In item III.a, first paragraph (and throughout where applicable), change "*interview*" to "*meeting*."
- In item III.a, first paragraph, final sentence, insert "*language of the*" before "*Conditional Use Permit*."
- In item III.a, first paragraph, final sentence, insert "*in order to enforce it*" to the end of the sentence.
- In item III.a, third paragraph, change "*held at the site that weren't related to MISA*" to "*not related to MISA held at the site*."
- In item III.a, under Alleged Parking Violations, first paragraph, insert "*on the audio recording that*" after "*Mr. Meech*."
- In item III.a, under Alleged Parking Violations, first paragraph, create one sentence from the two: insert "*and that*" before "*the couple*" and remove period and un-capitalize "*The*."

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- In item III.a, under Alleged Parking Violations, third paragraph, insert “on the audio recording that” before “Mr. Meech.”
- In item III.a, under Alleged Wedding Reception, change first paragraph from “*The Zoning Administrator states that she held three interviews, one each with Charles Meech, Zach Montagne, and Paul Brummer. She states that Paul Brummer didn’t provide first-hand information about the event, nor did he have a count of how many cars were actually parked on County H. Mr. Meech submitted the invitation as evidence, and said that it was a wedding reception along with a fundraising event and an artist’s exhibition. She then asks the Town Plan Commission whether the event was a violation even if Mr. Meech said that there was a reception held at the property*” to “*The Zoning Administrator states that she held three meetings, one each with Charles Meech (agent for the owner of Craftivity, Inc.), Zach Montagne (the artist featured at the sculpture exhibition), and Paul Brummer (the complainant). She states that Paul Brummer didn’t provide first-hand information about the event, nor did he have a count of how many cars were actually parked on County H. Z. Montagne submitted the invitation as evidence. She further states that Mr. Meech confirmed the language of the complaint: that a wedding reception was held on the premises, along with a fundraising event and an artist’s reception. She then asks the Town Plan Commission whether the event was a violation even if Mr. Meech said that there was a reception held at the property.*”
- In item III.a, under Alleged Wedding Reception, second paragraph, insert “in the audio recording of Mr. Montagne’s meeting, he stated that” after “G. Thury states.”
- In item III.a, under Alleged Wedding Reception, fourth paragraph, insert “The Zoning Administrator reports that she listened to the recording of the Feb. 21, 2012 Town Board meeting, where” to the beginning of the second sentence.
- In item III.a, under Alleged Wedding Reception, fourth paragraph, insert “At the same Town Board meeting” at the beginning of the third sentence.
- In item III.a, under Alleged Wedding Reception, fourth paragraph, add a final sentence to read “The Zoning Administrator states that she brings up the Town Board meeting because the provisos required by the Town Board imply that MISA could apply for amendments to their Conditional Use Permit in the future regarding functions held at the site.”

G. Thury moves to postpone approval of the Town Plan Commission Special Meeting minutes of February 27, 2012, until the next meeting. S. Soucek seconds. All in favor, 5 aye. Motion carries.

IV. Zoning Administrator’s Report

On file. The Town Board approved the Zoning Administrator’s attendance at an upcoming Wetlands workshop as well.

V. Consideration and/or Action of Permit Applications

a. Denton, Marjorie re: vendor booth at 853 Main Street parcel #014-00418-0000 – request from Zoning Administrator for interpretation of what permit(s) may be required

Ms. Denton had originally planned on setting up a tent to sell popcorn, but the County Commercial Code requirements for that (fire, wind protection, etc.) were too restrictive, so she’s now looking into a booth/trailer on wheels. The Zoning Administrator states that, when looking at the Ordinance, this could potentially be an accessory structure or a minor accessory structure. It wouldn’t be a home business but would be considered retail trade in the C-1 District. The Town Board discussed summer vendors at their last meeting, but didn’t develop any ordinance or requirements for them. The Zoning Administrator asks the Town Plan Commission if any kind of permit might be required.

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C. Brummer feels that if it is less than one hundred square feet it would be a minor accessory structure which does not require a permit.

C. Brummer moves that if Margie Denton's popcorn wagon is less than one hundred square feet it is viewed as a minor accessory structure that doesn't require a Land Use Permit; if it is greater than one hundred square feet it is an accessory structure and will required a Land Use Permit and she will have to abide by all other rules and regulations in the Zoning Ordinance. G. Thury seconds. All in favor, 5 aye. Motion carries.

VI. New Business

a. Review draft Land Use Permit application

The following changes and corrections to the application have been proposed by the Zoning Administrator:

- New districts (LI-1, LI-2, G-I, P-R, T-P, C-V, M-I) added
- New uses (Land Disturbing Activity, Commercial Building) added
- Changed language from "*Actual setbacks for all proposed construction*" to "*Distance from property lines for all proposed building construction*"
- Land Use Permit Application Requirements mimic Zoning Ordinance
- Late Fee Schedule language changed from "*Late Fee Rental of Single Family Dwelling: \$50 (assessed if property is rented prior to permit issuance)*" to "*Late Fee Rental: \$50*"

G. Thury moves to approve with corrections the draft Land Use Permit application as submitted by the Zoning Administrator. S. Soucek seconds. All in favor, 5 aye. Motion carries.

b. Zoning Schedule of Fees recommendation for the Town Board

The following changes and corrections to the application have been proposed by the Zoning Administrator:

- Addition: "*Long term Camping Unit: \$ Requires Land Use Permit*"
- Addition: "*Land Disturbing Activity Land Use Permit required – no fee required*"
- "*Request for Map Change: \$750.00 plus costs (up to \$1,500.00 in legal fees)*" changed to "*Petition for Zoning Map/Text Change: \$750.00*"
- Rentals addition: "*Principal Dwelling: Short Term \$100.00 (annual renewal fees due on or before May 14) Long Term no fee required. Accessory Dwelling: Short Term \$100.00 (annual renewal fees due on or before May 14) Long Term no fee required*"
- Addition: "*Tourist Room(s) \$100.00 (annual renewal fees due on or before May 14)*"
- Addition: "*Boarding/Rooming House Lodging Permit \$100.00 (annual renewal fees due on or before May 14)*"

C. Brummer moves to recommend to the Town Board the Zoning Schedule of Fees as submitted. S. Soucek seconds. All in favor, 5 aye. Motion carries.

VII. Old Business

a. Hartzell, Robert re: Lightkeeper's Lodge Conditional Use Permit parking requirements

G. Thury moves to postpone decision regarding the Lightkeeper's Lodge Conditional Use Permit parking requirements until the next meeting. S. Soucek seconds. All in favor, 5 aye. Motion carries.

VIII. Future Agenda Items

- Second draft of Town Plan Commission Special Meeting minutes from February 27, 2012
- Hartzell, Robert re: Lightkeeper's Lodge Conditional Use Permit parking requirements

IX. Schedule Future Meetings

- Town Plan Commission Special Monthly Meeting to be held Thursday, April 5, 2012, at 4:30 pm.

X. Adjournment

G. Thury moves to adjourn. S. Soucek seconds. All in favor. Motion Carries. Meeting ends at 5:22 pm.

Town Plan Commission minutes respectfully submitted by Margaretta Kusch, ZCA on Friday, March 16, 2012.

Town Plan Commission minutes approved as amended on Thursday, April 05, 2012.